

**Bureau of Justice Assistance (BJA)
FY 2009 Competitive Grant Programs
Frequently Asked Questions (FAQs)**

1. Where can I find information on the deadline for this solicitation?

Deadline information can be found on the front page of the solicitation, under the area titled "Deadline".

2. How do I apply for this funding opportunity?

All applications must be submitted through the Grants Management System (GMS) via <https://grants.ojp.usdoj.gov>. Applicants should begin the process a few weeks prior to the GMS registration deadline, especially if this is the first time they have used the system. Each application requires a separate GMS registration. For a step-by-step guide, visit www.ojp.gov/gmscbt/ and refer to the section entitled "External Overview: Locating & Applying for Funding Opportunities." For additional assistance, call the GMS Support Helpline at 1-888-549-9901 from 7:00 a.m. to 9:00 p.m. Eastern Time Monday through Friday.

In addition to registering with GMS, applicants must obtain a DUNS number from Dun and Bradstreet and must also register with the Central Contractor Registration (CCR) database prior to application submission. Note that your CCR registration must be renewed once a year.

3. What is a DUNS number and how do I get one?

The Office of Management and Budget requires that all businesses and nonprofit applicants for federal funds include a DUNS (Data Universal Numeric System) number in their application for a new award or renewal of an award. Applications without a DUNS number are incomplete. A DUNS number is a unique nine-digit sequence recognized as the universal standard for identifying and keeping track of entities receiving federal funds. The identifier is used for tracking purposes and to validate address and point of contact information. The DUNS number will be used throughout the grant life cycle. Obtaining a DUNS number is a free, simple, one-time activity. Obtain one by calling 1-866-705-5711 or by applying online at fedgov.dnb.com/webform/displayHomePage.do. Individuals are exempt from this requirement.

4. Who is eligible to apply for this grant program?

Information on eligibility for applying for this program can be found on the front page of the solicitation and also within the solicitation under the section titled "Eligibility." For questions regarding your eligibility, please contact BJA at 1-866-859-2687 or e-mail Byrne.Discretionary@usdoj.gov.

5. Are territories eligible to apply?

Yes, territories are eligible to apply.

6. Is funding available for tribal organizations?

Yes. For details on eligible agencies, please see FAQ #4, above. Tribal organizations are encouraged to apply.

7. Can I submit more than one application under this program?

Yes. Applicants may submit more than one application as long as they are for completely different projects.

8. Will my application's peer review score alone determine if my application is funded?

No. Peer reviewers' ratings and any resulting recommendations are advisory only. In addition to peer review ratings, considerations may include, but are not limited to, underserved populations, strategic priorities, past performance, and available funding.

9. I submitted an application under another BJA solicitation and have not received notification whether that application was approved for funding. Can my jurisdiction/agency/program submit this same proposal under this program?

You may submit your earlier proposed project, subject to all the selection criteria and requirements under this program solicitation. Should your project be selected for funding under another BJA solicitation, this application will be removed from consideration or vice versa.

10. What does “national scope” or “national significance” mean?

“National scope” or “national significance,” with regard to proposed projects, means that the project will have an impact on a national level and will not just impact a local area.

11. Is there a minimum/maximum funding amount that I can apply for?

Minimum/maximum funding amounts can be found within the program-specific information section in the solicitation.

12. Does the page limit include Attachments 1, 2, and 3 or only Attachment 2?

The page limit pertains only to the Program Narrative, Attachment 2. This includes the following sections, Statement of the Problem, Program Design and Implementation, Capabilities/Competencies, and Impact/Outcomes and Evaluation/Sustainment/Description of the Applicant’s Plan for the Collection of the Data Required for Performance Measures.

13. Is there a budget format or sample that is available?

Applicants must provide a budget that is allowable and reasonable (Selection Criteria 4). Applicants must submit a budget detail worksheet and budget narrative. A budget detail worksheet form is available on OJP’s web site at www.ojp.usdoj.gov/funding/forms/budget_detail.pdf. When using this form, you must also include a budget narrative, in MS Word or PDF format, as a separate attachment. Both the budget detail worksheet and narrative explanation of costs can be provided in a single document using this acceptable MS Word Budget template, available at www.ojp.usdoj.gov/BJA/funding/Budget_Worskheet_Narrative_Template.doc. Applicants may submit the budget and budget narrative in a different format (i.e., Excel spreadsheet), but it must contain all categories listed within the budget detail worksheet

14. In my application, do I need to address all performance measures listed in this specific solicitation?

In the applications, applicants must address performance measures that are specifically applicable to the proposed program and category (if applicable) of funding for which they are applying. They must also discuss their data collection methods within the application. For specific performance measures requirements, see the section within the solicitation titled, “Performance Measures.”

15. Where do I find information on Executive Order 12372, and how do I find if this requirement applies to my agency?

[E.O. 12372](#) for Intergovernmental Review of Federal Programs was issued to foster partnerships relying on state and local process for the coordination and review of proposed federal financial assistance and direct federal development. A link is provided to the [state point of contacts](#) who participate in E.O. 12372.

16. Can I submit a paper version via U.S. mail instead of an electronic application through the Grants Management System (GMS)?

No. All applications must be submitted electronically. Paper submissions will not be accepted.

17. How does the review and awarding process work? How will I be able to track the status of my application?

Generally, competitive grants go through a comprehensive review process. The review and award process may take several weeks from the time the application is submitted to BJA through GMS. During that time, you may be asked additional questions about your application for clarification purposes.

To prevent compromising the integrity of the competitive review process, BJA will not be able to discuss details regarding the status of your application until all awards have been made to grant

recipients. It is anticipated that awards will be made no later than September 30, 2009 with a listing of those awards posted on BJA's web site (www.ojp.usdoj.gov/BJA/) shortly thereafter.

18. How will I be notified if my agency is selected to receive an award?

Both the point of contact and the authorizing official listed on the grant application will receive an e-mail award notification. The e-mail notification will provide further information on procedures for receiving funds.

19. Will I be notified if my agency does not receive an award?

Yes. Your agency will receive a letter from BJA some time in October/November 2009, after all awards have been made to grant recipients.

20. What competitive grant solicitations did BJA release in FY 2009?

- [Adult Drug Court Discretionary Grant Program](#)
- [Adult Drug Court Planning and Training Program](#)
- [Adult Drug Court Research to Practice Initiative](#)
- [Adult Drug Court Training and Technical Assistance Initiative](#)
- [Capital Case Litigation Initiative](#)
- [Correctional Facilities on Tribal Lands Program](#)
- [Correctional Facilities on Tribal Lands Training and Technical Assistance Program](#)
- [Developing and Enhancing Statewide Automated Victim Information and Notification \(SAVIN\) Programs](#)
- [Encouraging Innovation: Field-Initiated Program](#)
- [Enhancing Institutional and Community Corrections](#)
- [Gang Resistance Education And Training \(G.R.E.A.T.\) Program](#)
- [Gang Resistance Education And Training \(G.R.E.A.T.\) Program Regional Training Centers](#)
- [Harold Rogers Prescription Drug Monitoring Program](#)
- [Indian Alcohol and Substance Abuse Program](#)
- [Intellectual Property Enforcement, Training, and Technical Assistance Program](#)
- [Justice and Mental Health Collaboration Program](#)
- [Justice and Mental Health Collaboration State-Based Capacity Building Program](#)
- [Justice and Mental Health Collaboration Training and Technical Assistance Program](#)
- [Methamphetamine Precursor Chemical Diversion Training and Technical Assistance Program](#)
- [Local-to-Local Information Exchange for Rural Law Enforcement Program](#)
- [National Initiatives: Adjudication Program](#)
- [National Initiatives: Enhancing Law Enforcement](#)
- [National Initiatives: Preventing Crime](#)
- [National Justice Information Sharing \(JIS\) Initiative](#)
- [National Motor Vehicle Title Information System \(NMVTIS\) Participation Program](#)
- [Recovery Act: Assistance to Rural Law Enforcement to Combat Crime and Drugs](#)
- [Recovery Act: Correctional Facilities on Tribal Lands Program](#)
- [Recovery Act: Edward Byrne Memorial Competitive Grant Program Announcement](#)
- [Recovery Act: State and Local Law Enforcement Assistance Program: Combating Criminal Narcotics Activity Stemming from the Southern Border of the United States](#)
- [Second Chance Act Mentoring Grants to Nonprofit Organizations](#)
- [Second Chance Act National Adult and Juvenile Offender Reentry Resource Center](#)
- [Second Chance Act Prisoner Reentry Initiative](#)
- [Smart Policing: Evidence-Based Law Enforcement Initiative](#)
- [Statewide Automated Victim Information and Notification Training and Technical Assistance Program](#)
- [Tribal Courts Assistance Program \(TCAP\)](#)
- [Tribal Justice Capacity Building Training and Technical Assistance Program](#)

Programs with multiple categories:

- 1. If my agency applies for grants in multiple categories, how will that impact our agency's chances of receiving an award under this funding opportunity?**

Each funding category will be individually peer reviewed. Multiple proposals from one organization will not impact an application's review; however, while it is possible, it is not likely that organizations will receive multiple awards under one program.

- 2. May my jurisdiction/agency/program apply in more than one category?**

Yes. Applicants may submit proposals in more than one category as long as they are completely different projects.

- 3. May my jurisdiction/agency/program submit multiple proposals in the same category?**

Yes. Applicants may submit multiple proposals, for different projects, under the same category.

- 4. May my jurisdiction/agency/program submit the same proposal for more than one category?**

No. An agency cannot submit the same proposal in more than one category within this solicitation.

Solicitation-Specific FAQs:

National Justice Information Sharing (JIS) Initiative

- 1. Under Selection Criteria #3, Capabilities/Competencies, the solicitation requests explanation for how staff will operate independently of other BJA-funded activities: "If you are a current BJA JIS program provider, explain how the management structure and personnel implementing this program will be separate from your other BJA-funded activities, and how the proposed staff will operate independently of any other staff providing services funded under other BJA grants or cooperative agreements." Does this mean that a single staff member is prohibited from supporting multiple projects?**

No. An individual staff member may support multiple BJA-funded programs provided that the percentage of time and salary are clear, reconcilable, and supported by proper documentation. Applicants should explain how management practices attribute costs to specific grant-related activities.

Smart Policing: Evidence-Based Law Enforcement

- 1. What is evidence-based policing?**

According to Lawrence W. Sherman, evidence-based policing is "the use of the best available research on the outcomes of police work to implement guidelines and evaluate agencies, units, and officers."¹ BJA extends this definition to include ongoing law enforcement efforts that carefully and scientifically measure the effectiveness of strategies and tactics that they apply to a crime problem or criminogenic circumstance. Such efforts may include programs or practices that have been shown, through rigorous evaluation and replication, to be effective at accomplishing goals and achieving criminal justice-related priorities (e.g., preventing or reducing crime, disrupting criminal activity, reducing victimization, etc.)

- 2. Are we restricted to only considering strategies and tactics that research has shown to be effective?**

No. The purpose of this solicitation is to add to research and knowledge base that addresses effectiveness of various law enforcement strategies and tactics. Applicants are encouraged to create

¹ Sherman, Lawrence W. "Ideas in American Policing: Evidence Based Policing." Police Foundation, July 1998. p. 3.

unique solutions to contemporary crime problems. Applicants may also choose to modify previous strategies and tactics to respond to their specific set of circumstances.

3. Do we have to have a research partner?

Yes. BJA expects the research partner to be an integral member and participant in the problem analysis, strategy and tactical development, and outcome measurements of the initiative.

4. How are the point allocations (under “Selection Criteria”) determined for this solicitation?

The point allocations reflect BJA’s interest in providing funds to applicants that demonstrate the capacity or the willingness to incorporate careful, rigorous problem-solving that is capable of producing measurable outcomes. These outcomes, in turn, will add to knowledge of effective law enforcement strategies and tactics.

5. Where can I find additional information about evidence-based policing?

Monographs and articles from the Police Foundation and the International Association of Police Chiefs can be found at:

http://policechiefmagazine.org/magazine/index.cfm?fuseaction=display_arch&article_id=815&issue_id=22006

<http://www.ncjrs.gov/pdffiles1/bja/210681.pdf>

Additional information can be found online at: www.policefoundation.org/pdf/Sherman.pdf.

In addition, the Center for Evidence-Based Policy at George Mason University maintains a web site, gemini.gmu.edu/cebcp/matrix.html, which features an interactive matrix on law enforcement strategies and interventions on a wide range of crime problems.

Encouraging Innovation: Field-Initiated Programs

1. Is there a maximum amount of funding that I can apply for?

Other than a minimum application amount of \$50,000, there are no funding levels defined for this solicitation. The applicant’s funding request will be considered for reasonableness and its responsiveness to the goals of the Field-Initiated solicitation. Specifically, funding should be commensurate with a project that will bring improvements to the immediate agency or jurisdiction and serve as a model approach that can be replicated elsewhere for local initiatives. For regional/national-level initiatives, funding should clearly focus on reasonable costs to advance of criminal justice policy and practice, including services to assist state and local partners in adopting promising approaches, technology, and information sharing solutions. Applications should not be submitted to purchase technology or equipment currently in common use within the criminal justice field; vehicles; or for hiring of personnel that is not relevant to the identified project.

2. Is my project innovative?

The application review process is used to assess the innovativeness of each application. Applications which have been funded by BJA within the last three years or specific projects for which BJA has already posted a FY 2009 solicitation are not eligible for funding. In addition, applications should not be submitted for technology or equipment currently in common use within the criminal justice field; implementation of existing crime prevention programs or practices; vehicles; and hiring of personnel not relevant to the identified project.

3. What is the total amount that will be nationally awarded under this solicitation?

About \$6 million in funding will be awarded.